Classification

REPORTS INVENTORY

PREPARE IN DUPLICATE

CONTROL NO.

DDS/OTR/EA -15

1. TITLE OF REPORT (if a fill-in report include Form No.)

Form 2210 - FAN Data Classification Sheets

2. TYPE OF REPORT	X	STATISTICAL
		NARRATIVE
		MACHINE-NAME LISTING

3. FUNCTIONAL AREA	PERSONNEL		TRAINING		ADMIN. GENERAL
	LOGISTICS		SECURITY		OTHER (specify)
	MEDICAL	1	FINANCE		**Management**

4. NO. OF COPIES PREPARED	5. FREQUENCY (weekly, monthly, quarterly, etc.)	6. DISTRIBUTION (No. of components not number of copies)
2	As required. Est. Max 2 per year	2

7. FORMAT (memorandum, form computer print-out, etc)	8. ADP PROCESSING		9. DIRECTIVE AUTHORITY REQUIRING REPORT
Form	YES	IF YES GIVE ADP PROCESSING NO.	HHB ☐ STAT
	NO		

10. PREPARING COMPONENT (include lowest level contributing information to report)	11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.)
OTR/BF	**None**

12. COST FACTORS

A. MANUAL PREPARATION AND REVIEW COSTS

GRADE	HOURLY RATE	X	HOURS PER REPORT	=	COST PER REPORT	X	TIMES PREPARED	=	COST PER YEAR
GS-13	9.10		½		4.55		2		9.10
GS-05	3.60		½		1.80		2		3.60

B. COSTS OF COMPUTER PRODUCED REPORTS

TOTAL COSTS PER YEAR	$ 12.70

13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.

To establish a new FAN Operating Account Number or to revise characterics of an existing number.

14. FUTURE GOALS

GOAL PROPOSED BY COMPONENT FOR THIS REPORT		ESTIMATED SAVINGS	
X RETAIN AS IS ☐ OTHER (explain)		MAN-HOURS	DOLLARS
CHANGE			
DISCONTINUE		0	0 STAT

16. DATE OF INVENTORY	17. NAME AND TITLE OF PERSON FURNISHING INFORMATION	18. EXTENSION
7 October 1970	C/OTR/BF	

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FORM 142
9-70

Classification

(22-36-43)